

12-3.8

U.S. Department of  
Homeland Security

United States  
Coast Guard



Commander  
United States Coast Guard  
Sector Seattle

1519 Alaskan Way South  
Seattle, WA 98134-1192  
Phone: (206) 217-6232  
Fax: (206) 217-6345

### INSTRUCTIONS FOR A LETTER OF WARNING

Enclosed you will find a Letter of Warning.

The Letter of Warning is an enforcement option offered to you in lieu of monetary penalty or other enforcement. It is appropriate in this case because of the size and circumstances of the spill, including your cooperation in reporting and responding to the incident and your commitment to take all actions necessary to prevent further spills.

If you wish to accept the Letter of Warning, please sign and return it. If you choose to decline this Letter of Warning, please notify this office in writing within 30 days. Upon receipt of your written notice declining this letter, your case will be submitted to a Coast Guard Hearing Officer for review. The Hearing Officer will contact you directly and offer you the opportunity to present any evidence and or statements on your own behalf. Please understand that should the Hearing Officer find the case against you proved, a monetary civil penalty may be assessed against you for this incident.

Upon receipt of the Letter of Warning, our file on this incident will be closed and no further action will be taken. Failure to respond within 30 days is considered acceptance of this Letter of Warning.

If you have any questions regarding this matter, please contact the Marine Environmental Response Department at the above address and telephone number.

Encl: (1) Captain of the Port Letter of Warning



AGC2E000683